

**SALARY:** \$18.73-\$20.06 Hourly  
\$38,958-42,848.00 Annually

**OPENING DATE:** 10/09/2017

**CLOSING DATE:** Continuous

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### **DESCRIPTION:**

Under general supervision of the Fire Marshal, the Fire Inspector performs skilled work in all phases of residential and commercial building inspections including enforcing laws relating to hazardous conditions and fire code violations.

### **PRINCIPAL DUTIES:**

1. Inspect buildings to locate hazardous conditions and fire code violations such as accumulations of combustible material, electrical wiring problems, and inadequate or nonfunctional fire exits.
2. Identify corrective actions necessary to bring properties into compliance with applicable fire codes, laws, regulations, and standards, and explain these measures to property owners or their representatives.
3. Conduct inspections and acceptance testing of newly installed fire protection systems. Inspect and test fire protection and/or fire detection systems to verify that such systems are installed in accordance with appropriate laws, codes, ordinances, regulations, and standards. Conduct fire code compliance follow-ups to ensure that corrective actions have been taken in cases where violations were found.
4. Inspect properties that store, handle, and use hazardous materials to ensure compliance with laws, codes, and regulations, and issue hazardous materials permits to facilities found in compliance.
5. Write detailed reports of fire inspections performed, fire code violations observed, and corrective recommendations offered.
6. Develop or review fire exit plans. Review blueprints and plans for new or remodeled buildings in order to ensure the structures meet fire safety codes.
7. Assist in planning and implementation of fire prevention and life safety education activities within the community.
8. Recommend changes to fire prevention, inspection, and fire code endorsement procedures.
9. Perform other job related duties as assigned.

### **QUALIFICATIONS:**

Required:

High school diploma or GED equivalent and two (2) or more years of related experience; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job. Ability to accomplish inspections in difficult to maneuver inspections areas (crawl spaces, attics, ladder only access areas, etc.). Possess and maintain a valid State of Texas Drivers license. Able to be certified as a Fire Inspector through Texas Commission on Fire Protection and be certified within 6 months of date of hire.

Preferred:

Certified Fire Inspector through Texas Commission on Fire Protection